UNIVERSITY OF TORONTO
UNIVERSITY EXTENSION

DIRECTOR: J·R·GILLEY · B·A·Sc·

COURSE IN
ESSENTIALS OF PUBLIC ADMINISTRATION

October 6 to December 8, 1954

Course Director: Malcolm G. Taylor

Basic theories and administration management will comprise this series of ten lectures with special emphasis on their application in government administration. Small group discussion and panel periods will be a vital part of the Course.

Among the lecturers will be:

Professor V. W. Bladen, M.A., F.R.S.C., Chairman of Department of Political Economy.

Professor T. C. Graham, M.B.E., B.A. Sc., Director of Institute of Business Administration.

Professor S. G. Hennessey, B.Com., C.A., Department of Political Economy and Institute of Business Administration.

Professor J. B. Milner, LL.B., LL.M., School of Law.

Professor J. C. Sawatsky, M.A., Ph.D., Institute of Business Administration.

Professor Malcolm G. Taylor, M.A., Ph.D., Department of Political Economy.

Place: To be announced

Time: Wednesdays, 4.45 p.m. to 6.15 p.m., commencing October 6, 1954.

Fee: $20.00

For Registration Information see Reverse Side

TELEPHONE: MI 6611, LOCALS 18·21·22·23

"Lifelong Learning"

Registration

1. This Course is not open to those who were enrolled in the Spring 1954 Course. An Advanced Course for this Group and the Fall 1954 Group will be offered in January, 1955.

2. Enrolment in this Course is limited in numbers and applications must be approved by the Public Service Commissions and University Extension.

3. Applications should be submitted not later than September 10th as follows:

In the public service of Canada to

Mr. H. N. Arnold, Civil Service Commissioner, 1200 Bay St., Toronto.

In the public service of Ontario to

Mr. C. J. Foster, Civil Service Commissioner, Parliament Buildings, Queen's Park, Toronto.

In the public service of Metropolitan Toronto to

Mr. G. W. Noble, Personnel Director, Municipality of Metropolitan Toronto, City Hall, Toronto.

In the public service of the City of Toronto to

Mr. A. C. King, Personnel Director, City Hall, Toronto.

UNIVERSITY EXTENSION UNIVERSITY OF TORONTO

APPLICATION FORM

Course in
Essentials of Public Administration
Fee: $20.00

NAME (Please Print) .....

ADDRESS .....

TELEPHONES: Home ..... Business .....

GOVERNMENT DEPARTMENT .....

PRESENT POSITION .....

POSITION TITLE .....

NUMBER OF PEOPLE SUPERVISED .....

DATE .....

I make application for enrolment in this Course

.....

Signature

DEPARTMENTAL USE

Card No. .....

C. A. .....